



TENNESSEE BUREAU OF INVESTIGATION

Forensic Services Division

Breath Alcohol Unit Standard Operating Procedures Manual

Quality Assurance

8. QUALITY ASSURANCE

8.1. Introduction

- 8.1.1. The purpose of this section is to provide a uniform Quality Assurance Program for the Breath Alcohol Unit of the Tennessee Bureau of Investigation Crime Laboratory.
- 8.1.2. It is expected that the scientist will report any unacceptable or anomalous behavior of any analytical system immediately to the Technical Leader and Quality Assurance Manager. It is further expected that appropriate actions will follow as soon as possible to rectify the situation. All will be properly documented.

8.2. Standards

- 8.2.1. Standards and supplies shall be handled, transported, stored, and used in a manner that maintains their quality at an acceptable level (see MSDS). The manufacturer's recommendations for storage conditions (as specified on the product label) should be followed.
- 8.2.2. Date of expiration
- All standards should be replaced prior to their stated expiration date.

8.3. Laboratory Equipment

- 8.3.1. True-Cal Barometers
- All True-Cal Barometers used to perform instrument certification/calibration will be returned to the manufacturer for recalibration every two years.